

Continuity of Learning and COVID-19 Response Plan (“Plan”) Assurances

Date Submitted: 4/7/2020

Name of District: Whitehall District Schools

Address of District: 541 E. Slocum St. Whitehall, MI 49461

District Code Number: 61240

Email Address of the District: jerrymcdowell@whitehallschools.net

Name of Intermediate School District: Muskegon Area Intermediate

Name of Authorizing Body (if applicable):

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1. Please describe the methods the district will use to provide alternative modes of instruction other than in-person instruction and a summary of materials each pupil and the pupil’s parents or guardians will need to access meaningfully the alternative modes of instruction included in the Plan. If the Plan relies on electronic instruction, the Plan must ensure to the extent feasible that pupils have access to a connected device capable of accessing the electronic instruction and must not penalize a pupil for the pupil’s inability to fully participate.

“Alternative modes of instruction” means modes of pupil instruction, other than in-person instruction, that may include, without limitation, partnerships with other districts or intermediate districts or community colleges or institutions of higher education, use of vendors, use of online learning, telephone communications, email, virtual instruction, videos, slideshows, project-based learning, use of instructional packets, or a hybrid of multiple modes of learning that still promote recommended practices for social distancing to mitigate the spread of COVID-CD.

District/ PSA Response:

The district plans to use a hybrid model of instruction using online learning platforms to deliver instruction and hard copy instructional packets only when necessary. For those students that have internet access, but don't have a device, devices will be made available. Students

without internet access will have access to instructional materials through a weekly instructional packet or other means. Materials such as paper, pencils, and crayons, will be made available to families that don't have them only when needed. All students will have access to grade-level/course textbooks as needed to complete their work.

GSRP Preschool

Teachers will make every effort to engage each family with an individualized or small group lesson at least once per week. Lessons will be delivered via Google Hangout, Zoom, Facetime, etc. Lesson experiences include welcome activities, read alouds, movement activities, and curriculum based "small group" opportunities. For those who are not able to participate per the aforementioned method, staff will share curriculum experiences such as read alouds and fast focus lessons with families daily via personal facebook, DoJo, etc or by referring to each GSRP classroom facebook page.

2. Please describe the methods the district will use to keep pupils at the center of educational activities, including outreach to continue building relationships and maintain connections, and to help pupils feel safe and valued.

District/ PSA Response:

Teachers will make contact with every student at least one time during the week. This may be done through the use of technology (for those that have access) such as Google Hangout/Meet, Zoom, or other form of virtual meeting. An alternate method of communication may be phone calls, email exchange, or online chat. For students with technology access teachers will also keep students updated through the instructional platform (Google Classroom, Zoom, Remind, DoJo, InTouch, etc.), with an emphasis on continuing to build relationships and maintain connections. If students do not have access to technology, teachers will focus on building relationships and maintaining connections seeking an alternative method in collaboration with the parent/guardian/student/family. We will encourage relationships between students by having students write letters to classmates, meeting with each other using the same virtual platforms, and offering and pursuing other methods of contact to keep up the personal connections.

GSRP Preschool

Teachers will contact each family via phone call or email survey to collect information regarding the families preferred/available method of contact for continuous learning. Teachers will engage students at least once per week in a virtual learning lesson whenever possible for the child/family. For those families not engaging on a weekly virtual basis, staff will offer other methods of engaging including but not limited to emailing lessons, referral to read alouds and lessons on GSRP classroom facebook pages.

3. Please describe the district's plans to deliver content in multiple ways so that all pupils can access learning.

District/ PSA Response:

For students with technology, content will be delivered through the online platform, email, and other media platforms. Teachers will be available to provide instruction multiple times per week through live and/or recorded video (not necessarily WH teacher created video lessons). For students without technology our number one priority will be to provide them with technology. We have devices available. We need to know who needs technology and we will provide devices. Surveys have been administered at all grade levels to determine need. Chromebooks were distributed to all 5th, 6th, 7th, 8th, and high school students in need on March 13th. We plan to distribute to 3rd and 4th grade students on April 14. K-2 students in need will have devices delivered. Our transportation director is working on a list of public internet access. Meanwhile, we will supplement using phone conferencing and instructional packets to support instruction, when necessary. The instructional packets will be available during meal delivery or available for safe pick up through parent parking lanes or delivered by our transportation department. We have a non-academic team available to identify pupils without access or who have needs. This is currently being assessed with the surveys mentioned and teacher interaction.

GSRP Preschool

Teachers will communicate with families based on a variety of methods (printed materials, private facebook pages, GSRP classroom facebook pages, class dojo, google classroom, zoom, etc) based on each families availability/needs.

4. Please describe the district's plans to manage and monitor learning by pupils.

District/ PSA Response:

For students with technology, teachers will monitor student access and assignment completion on a regular basis within the instructional platform. Teachers will provide feedback to students on assignments through the instructional platform as they are completed (or on a regular basis). Teachers will differentiate instruction within the platform to meet each student's needs.

For students without technology access, students will receive check-in phone calls from teachers to students and parents. Teachers will review and provide feedback to the student during their weekly virtual meeting, email, phone, or written notes on instructional packets. Feedback will include ideas for individual projects or to extend personal learning interests and make improvements. An example of this may be providing a student that is struggling with double-digit subtraction additional practice and several written examples with the steps. A phone call would also be used as a follow-up if needed.

GSRP Preschool

Teachers will include student names and dates scheduled for engagement on weekly lesson plans submitted to curriculum specialists and direct supervisors which will also serve as a method for tracking student engagement.

5. Please attach a budget outline estimating additional expenditures associated with the Plan and sources of revenue to pay for those expenditures.

District/ PSA Response:

These services will be viewed as general fund expenses. We will use state and federal grant funds when applicable and allowed. The following expenses are anticipated to be above and beyond available funds.

Technology: \$50,000 (chromebooks, cases, repair, wifi, etc.)

Food Service Equipment: \$20,000 (refrigeration system or freezer)

Supplies: \$20,000 (2000@\$10 - paper, pencils, crayons, calculators, notebooks, or similar)

Maintenance/Cleaning: \$50,000 (disinfectant, masks, PPE, additional deep cleans)

GSRP Pre-School

No additional expenses are anticipated at this time.

6. Please describe the manner in which district administrators, board members, teachers, and any representatives of teachers collaborated in development of the Plan.

District/ PSA Response:

Building administrators will work and continue to work with each of their building teams to review, develop, and modify the implementation of the CLP. The Superintendent used the building administrators as a conduit to these teams. The Superintendent also worked closely with the WEA to review, develop, modify this plan. The WEA will work with their executive board to review and seek feedback on this plan. The Board will be updated regularly as to the progress of this work and it's implementation.

GSRP Preschool

Multiple stakeholders were involved in the development of this plan. Initially, two Early Childhood Specialists met with GSRP teachers to obtain feedback as to effective ways to engage families. A draft plan was then created and shared with the Director. Once the plan was finalized the plan was shared with all teachers. Regular and frequent ongoing communication including weekly meetings with all teachers, ensures that the plan is meeting the needs of students and families. Support is also provided by Early Childhood staff at the

MAISD. Additionally local professional development was coordinated to assist teachers in the implementation of their chosen method of communication (zoom, google hangouts, etc).

7. Please describe the methods the district will use to notify pupils and parents or guardians of the Plan.

District/ PSA Response:

WDS will use our intouch messenger system that includes an email and text component. In the email the functional components of the plan will be attached. In text there will be a link to our district communication. We will provide a link via our district social media sites, including Facebook and our website.

GSRP Preschool

During the week of April 13 teachers contacted each family (phone call, email, google survey etc) to inventory their technology availability/need. Each teacher conducted a virtual parent meeting to roll out the continuity of learning plan. Families that could not participate virtually were provided information via phone or email.

8. Please provide an estimate of the date on which the district will begin implementation of the Plan, which must be no later than April 28, 2020.

District/ PSA Response:

Initial Implementation: April 13, 2020

GSRP Preschool

Teachers surveyed families and held initial parent meetings during the week of April 13, 2020. Classroom learning plans were developed during this week and were implemented during the week of April 20, 2020. It is important to note that distance learning efforts and family engagement began with GSRP families immediately after the March 13, 2020, COVID shutdown orders.

9. Please describe the assistance, to the extent feasible, to pupils enrolled in any postsecondary dual enrollment courses under Public Act 160 of 1996, as amended, MCL 388.511 to 388.524, and Career and Technical Preparation Act, 258 PA 2000, as amended, MCL 388.1901 to 388.1913, in completing the courses during the 2019-2020 school year.

District/ PSA Response:

We will work closely with our higher education partners to determine new expectations of completing dual enrollment courses for our students, including those in the Early College program. We will work to ensure all students can complete the required coursework and receive their college credits. We will also collaborate with the Career Tech Center to ensure our students can complete their CTC course and earn credit for the program they enrolled in.

GSRP Preschool

N/A

10. Please describe how the district will continue to provide or arrange for continuation of food distribution to eligible pupils.

District/ PSA Response:

The district is providing food service to students on a weekly basis. We are working collaboratively across the MAISD to meet weekly to improve these services.

GSRP Preschool

The district continues food distribution to all families and students and families including for the preschool community. GSRP staff will communicate these district plans using email, phone calls and during virtual meetings with families.

11. Please confirm that the district will continue to pay school employees while redeploying staff to provide meaningful work in the context of the Plan, subject to any applicable requirements of a collective bargaining agreement.

District/ PSA Response:

The district will pay staff for meaningful work. Staff must be available to complete this meaningful work.

GSRP Preschool

Whitehall District Schools will continue to pay GSRP employees and may redeploy staff as needed to support the implementation of our learning continuity plan.

12. Provide a description of how the district will evaluate the participation of pupils in the Plan.

District/ PSA Response:

The district will provide meaningful feedback on a regular basis. We will keep track of daily and weekly communication with students. This will allow us to follow up with students who are not participating.

GSRP Preschool

Teachers will record student names and participation date on their weekly lesson plans. Plans will be submitted to the Early Childhood Specialists specialists on a weekly basis.

13. Please describe how the district will provide mental health supports to pupils affected by a state of emergency or state of disaster prompted by COVID-19.

District/ PSA Response:

The district will fully use our community's support services to refer students who are in need of support. We will continue to offer methods for our students/families to reach out to our staff and request assistance. We have our social workers, psychologists, counselors, and others categorized as non-academic staff who are available to assist students/families in need of support. Students/families will self-identify, be referred by teachers, or other community resources. We will do this virtually, through email, by phone (text or conversation), or by other means as needed.

GSRP Preschool

Teachers will be in regular contact with the program's Social Worker and communicate needs of students' families. The Social Worker will continue to be a part of staff meetings and curriculum meetings to provide support. They are also in regular communication with the MAISD and participate in county wide efforts to provide support where needed. Social stories and videos developed by behavior specialists will be available to teachers to share with/read to families regarding the COVID crisis.

14. Please describe how the district will support the efforts of the intermediate district in which the district is located to mobilize disaster relief child care centers as described in Executive Order 2020-16 or any executive order that follow it.

District/ PSA Response:

Our district will support the needs of any local essential worker emergency child care location(s) established by the MAISD in order to respond to a surge of COVID cases. If

needed, we will work with MAISD to open up additional buildings and rooms needed for emergency child care needs in the county.

GSRP Preschool

The district will support the needs of any local essential worker emergency child care location(s) established by the MAISD in order to respond to a surge of COVID cases. If needed, we will work with the MAISD to open up additional buildings and rooms needed for emergency child care needs in the county.

Optional question:

15. Does the District plan to adopt a balanced calendar instructional program for the remainder of the 2019-2020 school year? Does the District plan to adopt a balanced calendar instructional program for the 2020-2021 school year?

District/ PSA Response:

We have a plan to begin prior to Labor Day in the 20-21 school year. There is no plan to implement a balanced calendar at this time.

GSRP Preschool

GSRP programs will follow the district calendar in 2020-2021.

Name of District Leader Submitting Application:	Jerry McDowell
Date Approved:	4/10/20
Name of ISD Superintendent/Authorizer Designee:	Dr. John Severson
Date Submitted to Superintendent and State Treasurer:	4/10/20
Confirmation approved Plan is posted on District/PSA website:	4/10/20